



# TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

[www.tdlr.texas.gov](http://www.tdlr.texas.gov)

## MOTORCYCLE OPERATOR TRAINING COURSE APPLICATION INSTRUCTIONS

Each entity requesting to obtain department approval of a course curriculum shall provide an application that shall be in compliance with 16 TAC Chapter 98, Transportation Code, Chapter 662 and all TDLR established guidelines and criteria.

1. Course Provider Name – Enter the name of the course provider.
2. Course Provider Mailing Address and Contact Information – Enter the mailing address, phone number, fax number, and email address. This address is where the Department will mail all correspondence and maybe a post office box. Provide the contact person's name, telephone, number, and email address. Email addresses are a part of the key information required to transact business with TDLR. Your email address is confidential pursuant to the Texas Public Information Act and will not be shared with the public.
3. Physical Address– Enter the physical address. This address is the actual business location and where permanent records must be kept for auditing and inspection purposes. A post office box is not acceptable for the physical address.
4. Curriculum Information – Indicate the curriculum used for operator instruction.
5. Statement of Applicant – Application must be signed by the owner, officer, or other authorized individual.

Completed applications and attachments may be submitted via webform to the [Education & Examination Division](#).

For additional information and questions, please visit the [TDLR website](#) at or reach the [Education and Examination Division](#) via webform where you can submit your request for assistance and include attachments as needed. Customer Service can also be reached at (800) 803-9202 [in state only], (512) 463-6599, Relay Texas-TDD: (800) 735-2989. Customer Service Representatives are available Monday through Friday 7:00 a.m. until 6:00 p.m. Central Time (excluding holidays).

### Review Process

An application is not considered complete and will not be processed until all sections of the application have been completed and all documents have been received. Applications are processed in the order received. Our division cannot specify the length of time it will take to approve a application. During the review process, you will be notified in writing of any discrepancies/requirements not met.

### Required Documents

The following must be submitted along with the application, and approved prior to conducting training:

- Completed Course Application (this form must be completed in its entirety where applicable)
- Cross Reference form - A Cross Reference Form is required to be completed

## IMPORTANT INFORMATION

**Each curricula submitted must meet the NHTSA's National Standards for Entry-Level Motorcycle Rider Training (August 2011).**

**The curriculum for an entry-level course must:**

- be determined by the department to meet the Model National Standards for Entry-Level Motorcycle Rider Training (August 2011) distributed by the U.S. Department of Transportation, National Highway Traffic Safety Administration, which the department adopts by reference;
- include a knowledge examination that is designed to ensure students comprehend important concepts covered in the curriculum;
- include a riding skills test that is designed to ensure students can perform the riding skills covered in the curriculum;
- be consistent with this chapter and Texas Transportation Code, Chapter 662; and
- be submitted in conjunction with an instructor preparation course that meets the requirements of §98.116.

**The curriculum for a course of instruction in motorcycle operation that is not an entry-level course must:**

- provide a benefit to public safety;
- be designed to provide training in a safe and prudent manner; and
- be consistent with this chapter and Texas Transportation Code, Chapter 662.

**The curriculum for an instructor preparation course must:**

- prepare an individual to competently teach all components of an entry-level course approved by the department; and
- be consistent with this chapter and Texas Transportation Code, Chapter 662.

Curriculum must Model National Standards for Entry-Level Motorcycle Rider Training (August 2011) distributed by the U.S. Department of Transportation, National Highway Traffic Safety Administration and be consistent with this chapter and Texas Transportation Code, Chapter 662. In-order for curriculum to meet the model standards, all standards and tasks identified in the National Standards for Entry-Level Motorcycle Rider Training document and must be included in the developer's curriculum design and material.

A curriculum developer will need to determine what formats, activities, resources, and tests should be employed to support the model standards, including how much time should be spent on a particular issue and where instruction should take place, i.e., in the classroom, on the range, on the street, or online. The course must address specific crash causes and trends; tailoring curriculum to Texas needs, in addition to delivering baseline content.



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## MOTORCYCLE OPERATOR TRAINING COURSE APPLICATION

### 1. Course Provider Name:

### 2. Course Provider Mailing Address and Contact Information: (Used to receive mail from TDLR, P.O. Box is allowed)

Number, Street Name, Suite Number/Apartment Number

City, State, Zip Code

Email Address

Web Address

Phone Number

Contact Person's Name

Phone Number

Email Address

### 3. Physical Address: (Where permanent records are kept, P.O. Box is not allowed)

Number, Street Name, Suite Number/Apartment Number

City, State, Zip Code

### 4. Curriculum Information:

Indicate what curriculum type: *i.e. BRCu, HDNu, TCBRC*

Indicate course type:

☐ Entry-Level Course (See 16 TAC 98.112)

☐ Non-Entry-Level Course (See 16 TAC 98.114)

### 5. STATEMENT OF APPLICANT

By signing this application, I certify that all information submitted on this application is true and accurate. I certify that I will comply with all applicable provisions of the law of the Texas Department of Licensing & Regulation (Transportation Code, Chapter 662) and the rules of the Texas Department of Licensing & Regulation (16 Texas Administrative Code, Chapter 98). I understand that providing false information on this application and all attachments may result in the revocation of the approval I am requesting and the imposition of administrative penalties.

Signature of Owner, Officer, or Authorized Representative

Date Signed

Printed Name of Owner, Officer, or Authorized Representative

Title

## MOTORCYCLE OPERATOR TRAINING EDUCATION CROSS-REFERENCE

This form is used to cross-reference each of the requirements for Motorcycle Operator Training course content to its location in the course materials. Insert the appropriate page number(s) that contain the required information.

TDLR Use Only	COURSE CONTENT	Page(s) where information is located
	<b>TOPIC 1: Pre-Ride Tasks</b>	
	The rider understands and follows State and local laws, rules, and regulations. The rider understands the procedures for getting ready to ride a motorcycle, the risks associated with operating a motorcycle, and the importance and function of proper personal protective equipment.	_____
	The rider can identify and follow State laws, rules, and regulations pertaining to the operation of a motorcycle and equipment requirements.	_____
	The rider can identify the mental and physical requirements for safe motorcycle operation and the procedures for getting ready to ride a motorcycle.	_____
	The rider can identify the characteristics of proper personal protective equipment and the importance of using it for protection, comfort, and conspicuity to manage the risks associated with riding a motorcycle.	_____
	<b>TOPIC 2: Vehicle Control Skills</b>	
	The rider understands the motorcycle controls and information displays. The rider demonstrates proper techniques for mounting, starting, stopping, dismounting, and securing a motorcycle. The rider demonstrates proper techniques for clutch and throttle control, riding in a straight line, slowing, stopping, turning, and shifting a motorcycle. The rider demonstrates proper techniques for normal stopping in a curve, turning from a stop, and making tight turns.	_____
	The rider understands the primary controls and their proper use while maintaining functional control of the motorcycle.	_____
	The rider understands the proper techniques for mounting and starting a motorcycle.	_____
	The rider understands the proper techniques for stopping the engine, dismounting, and securing a motorcycle.	_____
	The rider understands the proper techniques for clutch and throttle control.	_____
	The rider understands the proper techniques for riding in a straight line.	_____
	The rider understands the proper techniques for slowing and stopping a motorcycle	_____
	The rider understands proper techniques for turning a motorcycle.	_____
	The rider understands the proper techniques for shifting gears.	_____
	The rider understands the proper technique for normal slowing and stopping in a curve.	_____
	The rider understands the proper techniques for turning from a stop.	_____
	The rider understands the proper techniques for making tight turns.	_____

### Topic 3: Street Strategies

	The rider understands the hazards associated with riding, the process of searching the roadway environment to identify hazards and escape routes, strategies for avoiding hazards, and the correct responses for dealing with hazards.	_____
	The rider understands hazards associated with riding.	_____
	The rider searches the roadway environment to anticipate and identify hazards.	_____
	The rider understands how to respond correctly to hazards.	_____

### TOPIC 4: Roadway Management Skills

	The rider understands proper techniques for slowing quickly, stopping in the shortest distance, cornering, and swerving. The rider understands space and path-of-travel management and proper techniques for making lane changes, passing, and adjusting to surface hazards. The rider understands proper techniques to adjust to rain, wind, and conditions of reduced traction and visibility.	_____
	The rider understands proper technique for slowing quickly and stopping in the shortest distance in a straight line.	_____
	The rider understands proper entry speed and path of travel when cornering a motorcycle.	_____
	The rider understands the proper techniques for slowing or stopping quickly in a curve.	_____
	The rider understands the proper techniques for swerving to avoid a collision.	_____
	The rider understands the proper techniques for making lane changes and/or passing other vehicles.	_____
	The rider understands how to adjust to surface hazards and roadway conditions with reduced traction.	_____
	The rider understands how to ride in conditions of limited visibility.	_____
	The rider understands proper techniques for riding at night.	_____
	The rider understands proper techniques for riding in the rain.	_____
	The rider understands how to adjust to windy conditions.	_____

### TOPIC 5: Tasks Related to Carrying Passengers, Cargo, Group Riding, and Touring

	The rider understands proper techniques and considerations for riding in a group. The rider understands the adjustments necessary for carrying passengers and cargo. The rider understands considerations for long-distance riding and touring. The rider understands that beginners should limit exposure to group riding, carrying passengers, and long-distance riding until they have gained skill and experience.	_____
	The rider understands the proper techniques for riding in a group.	_____
	The rider understands the adjustments necessary for riding with passengers and carrying cargo.	_____
	The rider understands the considerations necessary for touring and riding long distances.	_____

<b>TOPIC 6: Factors Adversely Affecting Rider Performance</b>		
	The rider understands the elevated risks of alcohol and other drugs on rider performance and the legal, social, personal, economic, and safety consequences of operating a motorcycle under the influence of alcohol and other drugs. The rider understands and avoids factors which adversely affect rider performance.	_____
	The rider understands the elevated risks of alcohol and other impairing drugs on motorcycle rider performance and separates riding from the use of alcohol and other drugs.	_____
	The rider understands the legal, social, personal, and economic consequences of riding impaired and demonstrates a commitment to separating riding from alcohol and/or other drugs.	_____
<b>Progress Assessment</b>		
	The student reduces risk by legally and responsibly completing a Progress Assessment to evaluate classroom knowledge and understanding and measure progress (mastery equals 70% or above)	_____